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Notice

*****JOINT COMMITTEE MEETING *****
OF
THE SAN FRANCISCO PUBLIC LIBRARY OPERATIONS/AUTOMATION COMMITTEE
and
FINANCE/BUDGET COMMITTEE

A joint meeting of the Operations/Automation Committee and the Finance/Budget Committee of the San Francisco Public Library Commission will be held as follows:

DATE: Monday, March 10, 1986
TIME: 4:00 PM
PLACE: Commission Room
Main Library

Committee Members:

Finance/Budget Committee: Commissioner Stong, Chair
Commissioner Raymundo and Bransten; Members

Operations/Automation Committee: Commissioner Jebe, Chair
Commissioner Richardson and Stong; Members

Agenda:

1. FY 86-87 Budget

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SAN FRANCISCO
PUBLIC LIBRARY

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NOTICE OF ADDITIONAL AGENDA ITEM

*****JOINT COMMITTEE MEETING *****
OF
THE SAN FRANCISCO PUBLIC LIBRARY OPERATIONS/AUTOMATION COMMITTEE
and
FINANCE/BUDGET COMMITTEE

A joint meeting of the Operations/Automation Committee and the Finance/Budget Committee of the San Francisco Public Library Commission will be held as follows:

DATE: Monday, March 10, 1986
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Main Library

Committee Members:

Finance/Budget Committee: Commissioner Stong, Chair
Commissioner Raymundo and Bransten; Members

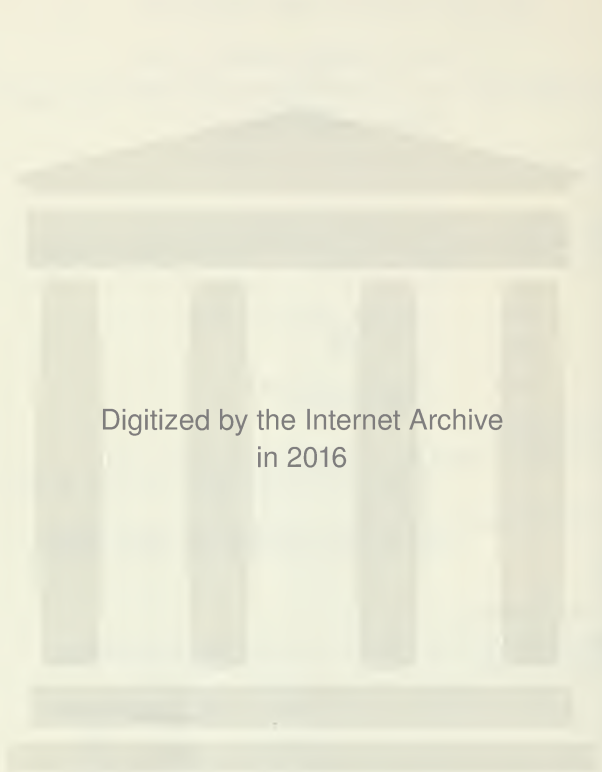
Operations/Automation Committee: Commissioner Jebe, Chair
Commissioner Richardson and Stong; Members

Agenda:

1. FY 86-87 Budget
2. Request by Mayor Feinstein for establishment of library program priorities

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SAN FRANCISCO
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*****JOINT COMMITTEE MEETING *****
OF
THE SAN FRANCISCO PUBLIC LIBRARY
OPERATIONS/AUTOMATION COMMITTEE
and
FINANCE/BUDGET COMMITTEE

APR 8 1986

SAN FRANCISCO
PUBLIC LIBRARY

A joint meeting of the Operations/Automation Committee and the Finance/Budget Committee of the San Francisco Public Library Commission will be held as follows:

DATE: Thursday, April 10, 1986
TIME: 4:00 PM
PLACE: Commission Room
Main Library

Committee Members:
Finance/Budget Committee: Commissioner Stong, Chair
Commissioner Raymundo and Bransten; Members

Operations/Automation Committee: Commissioner Jebe, Chair
Commissioner Richardson and Stong; Members

Agenda:

1. Basement Storage Facility
2. Other Business

A tour of the basement storage area will commence at 4:00 pm.

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*****MEETING OF THE SAN FRANCISCO PUBLIC LIBRARY*****
AUTOMATION/OPERATIONS COMMITTEE

DATE: Thursday, September 11, 1986

TIME: Noon

PLACE: Commission Room, Third Floor
Main Library

Agenda

1. Peat Marwick: Automation Progress Report
2. Gloria Hansen: Periodicals Automation Project

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SAN FRANCISCO
PUBLIC LIBRARY

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10/27/86

****MEETING OF THE SAN FRANCISCO PUBLIC LIBRARY****
AUTOMATION/OPERATIONS COMMITTEE

DATE: Monday, October 27, 1986
TIME: 3:00 p.m.
PLACE: Commission Room, Third Floor
Main Library

AGENDA:

1. Policy review for closing the library for holidays and other events.
2. Proposed closing at 5:00 p.m. on December 19.
3. Review of open days at Waden and Bernal branches.

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OCT 21 1986

SAN FRANCISCO
PUBLIC LIBRARY

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NOTICE OF MEETING

A joint meeting of the Operations/Automation Committee and Finance/Budget Committee of the San Francisco Public Library will be held as follows:

Date: Tuesday, April 28, 1987

Time: 4:00 p.m.

Place: Commission Room, Main Library

Chair: Commissioner Richardson

Members: Commissioners Jebe, Raymundo, Stern and Stong

Agenda:

1. FY 87-88 budget

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APR 17 1987

SAN FRANCISCO
PUBLIC LIBRARY



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NOTICE OF CHANGE OF MEETING

The joint meeting of the Operations/Automation Committee and Finance/Budget Committee of the San Francisco Public Library Commission announced to meet on Tuesday, April 28, 1987 at 4:00 P.M. is rescheduled as follows:

DATE: Tuesday, May 5, 1987

TIME: 3:30 P.M.

PLACE: Commission Room
Main Library

DOCUMENTS DEPT.

APR 27 1987

SAN FRANCISCO
PUBLIC LIBRARY

CHAIR: Commissioner Richardson

MEMBERS: Commissioners Jebe, Raymundo, Stern and Stong

AGENDA:

1. FY 1987-88 Budget

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NOTICE OF MEETING

A meeting of the Operations/Automation Committee of the San Francisco Public Library will be held as follows:

DOCUMENTS DEPT.

Date: Thursday, August 20, 1987
Time: 1:15 p.m.
Place: Commission Room, Main Library

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SAN FRANCISCO
PUBLIC LIBRARY

Chair: Commissioner Stong

Members: Commissioners Raymundo and Stern

Agenda:

1. Status report on automation projects.

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NOTICE OF MEETING

The meeting of the ^{reconvened} Operations/Automation Committee of the San Francisco Public Library previously announced for August 20, 1987 at 1:15 p.m. is rescheduled as follows:

Date: Tuesday, August 25, 1987
Time: 1:15 p.m.
Place: Commission Room, Main Library

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AUG 17 1987
SAN FRANCISCO
PUBLIC LIBRARY

Chair: Commissioner Stong
Members: Commissioners Raymundo and Stern

Agenda:

1. Status report on automation projects.

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*****NOTICE OF MEETING*****

DOCUMENTS DEPT.

OCT 23 1987

SAN FRANCISCO
PUBLIC LIBRARY

A meeting of the Operations/Automation Committee of the San Francisco Public Library Commission will be held as follows:

DATE: Tuesday, October 27, 1987

TIME: 2:00 P.M.

PLACE: Commission Room

Main Library

Chair: Commissioner Stong

Members: Commissioners Raymundo and Stern

Agenda:

1. Staff shortages in branches
2. Consideration of alternative methods of possible mandatory budget reductions

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Minutes
The Operations/Automation Committee of the San Francisco Public Library Commission met on Tuesday, October 27, 1987 at 2:00 p.m. in the Commission Room, main library. Present were Commissioner Stong, chair, and Commissioner Stern, member. Commissioner Raymundo was excused.

- I. The committee concurred that the following recommendations be forwarded to the full commission for consideration for easing current staff shortages in the branches:

Recommendations:

- A. Opening "two librarian branches" on Mondays from 1-6 p.m.
B. Opening all two librarian branches on Saturday from 1-6 p.m.

Reasons for Recommendations

- A. Reduces open hours from 34 to 31 hours per week.

Monday branches involved: Eureka Valley, Golden Gate Valley, Park

Saturday branches involved: Anza (reduced open hours from 34 to 31 hours per week)

[Currently Bernal, Noe Valley, and Potrero are open 1-6 p.m. (31 hours per week)]

- B. We have had 3-6 unfilled positions in the branch system for the past six months.
C. Standardizes current hours already existing at three of the branches with two librarians on Saturdays by putting Anza on the same schedule.
D. Monday schedule would put two librarian branches on the same schedule as two librarian branches open on Saturdays.
E. Both Mondays and Saturdays are days when we are short staffed, as full time staff work either a Monday-Friday or a Tuesday-Saturday schedule.
F. Inefficient use of librarian time to cover lunch breaks at one of the two librarian branches when one of the librarians is on vacation or out ill. Lunch coverage involves transportation to and from a branch (which can be up to one hour if the covering librarian goes on public transportation) plus that librarian's lunch hour. In some cases we are looking at three hours of a librarian's time being sent from one branch to cover another branch.

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SAN FRANCISCO
PUBLIC LIBRARY

G. No extra staff available to cover vacations and illnesses.

Commissioner Stong requested that all actions be justified with a full explanation when presented to the Library Commission.

Commissioner Stern asked that press releases be sent to all daily and neighborhood newspapers when the Commission takes action.

II. Supervisor Molinari has requested each department to submit specific expenditure reductions of 1.6% of 1987-88 general fund budgets for his review.

A 1.6% reduction for the library totals \$291,251.

The areas that could be reduced are the branches, the main library, the bibliographic control or the book budget or a combination of those. Most of the cuts will require reducing positions and possibly layoffs.

Mr. Dowlin recommended that following reductions in response to Supervisor Monlinari's request:

<u>Item</u>	<u>Savings</u>
Equipment	\$ 5,000
Publication Fund	10,000
Library-On-Wheels	25,000
Reduce Resource Branches	
from 7 to 5 (Marina, West Portal)	120,000
Close Golden Gate Valley	86,000
Reduce Book Budget	45,000

Mr. Dowlin also stressed that the library does not want to reduce any services and will firmly make that point clear to Supervisor Molinari.

Commissioner Stern recommended forwarding these recommendations to the Commission as well as a list of other options.

Meeting adjourned at 2:40 p.m.

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NOTICE OF MEETING

A meeting of the Operations/Automation Committee of the San Francisco Public Library will be held as follows:

Date: December 17, 1987

Time: 1:15 p.m.

Place: Commission Room, Main Library

Chair: Commissioner Stong

Members: Commissioners Normandy and Stern

Agenda:

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SAN FRANCISCO
PUBLIC LIBRARY

1. Automation Plan
2. Letter from Kathy Mellegni regarding West Portal branch hours
3. Strategic Plan

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MAR 8 1988

NOTICE OF MEETING

SAN FRANCISCO
PUBLIC LIBRARY

A meeting of the Operations/Automation Committee of the San Francisco Public Library will be held as follows:

Date: Thursday, March 17, 1988

Time: 1:15 p.m.

Place: Commission Room, Main Library

Chair: Commissioner Stong

Members: Commissioners Normandy and Stern

AGENDA

1. Use of Noe Valley meeting room by neighborhood groups during closed hours.
2. Format for monthly commission meeting agendas.

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5/13/88

NOTICE OF MEETING

A meeting of the Operations/Automation Committee of the San Francisco Public Library will be held as follows:

Date: Wednesday, May 18, 1988
Time: 1:15 p.m.
Place: Commission Room, Main Library

Chair: Commissioner Stong

Members: Commissioners Stern and Normandy

Agenda:

1. Review of policy on discarded books.

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MAY 13 1988

SAN FRANCISCO
PUBLIC LIBRARY

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****NOTICE OF MEETING****

A meeting of the Operations-Automation Committee of the
San Francisco Public Library Commission will be held AS follows:

DATE: Wednesday, July 27, 1988

DOCUMENTS DEPT.

JUL 18 1988

TIME: 1:15 p.m.

SAN FRANCISCO
PUBLIC LIBRARY

PLACE: Commission Room, Main Library

Committee Members: Commissioner Stong, Chair
Commissioners Stern and Wong, members

AGENDA:

1. Meeting Room Policy Revision

2. Review of structure of open hours for main library
and branches.

Public Comment: Members of the public may address the Commission
on items that are within the subject matter jurisdiction of the
Library Commission. Members of the public may address the Commission
for up to three minutes. The President or the Commission may limit
the total testimony to 30 minutes.

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DOCUMENTS DEPT.

OCT 17 1988

SAN FRANCISCO
PUBLIC LIBRARY

NOTICE OF MEETING

A meeting of the Operations/Automation Committee of the San Francisco Public Library will be held as follows:

Date: Friday, October 21, 1988
Time: 5:00 p.m.
Place: Commission Room, Main Library

Chair: Commissioner Chin

Members: Commissioners Callanan and Normandy

Agenda:

1. Loan policy regarding government documents
2. Vend price for coin-operated copiers
3. Review of public service hours
4. Establishment of Committee goals/strategies

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NOTICE OF MEETING

A meeting of the Operations/Automation Committee of the San Francisco Public Library Commission will be held as follows:

Date: Friday, March 31, 1989
Time: 4:30 p.m.
Place: Commission Room, Main Library

Chair: Commissioner Chin
Members: Commissioners Callanan and Normandy

Agenda:

1. Borrowing privileges for the homeless.
2. Special Permission Loan Policy

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MAR 17 1989

SAN FRANCISCO
PUBLIC LIBRARY



City and County of San Francisco
Public Library Commission

ART AGNOS
Mayor

STEVEN A. COULTER
President

JUAN KALIL
1st Vice President

EDWARD F. CALLANAN, JR.
2nd Vice President

DALB A. CARLSON
LONNIE K. CHIN
E. DENNIS NORMANDY
ROSILEY C. SWIG
Commissioners

KENNETH E. DOWLIN
City Librarian

RICHARD P. WALSH
Commission Secretary

DOCUMENTS DEPT.

MAY 16 1989

SAN FRANCISCO
PUBLIC LIBRARY

NOTICE OF MEETING

A meeting of the Operations/Automation Committee of the San Francisco Public Library Commission will be held as follows:

Date: Friday, May 19, 1989

Time: 5:00 p.m.

Place: Commission Room, Main Library

Chair: Commissioner Chin

Members: Commissioners Callanan and Normandy

Agenda:

1. Borrowing privileges for the homeless.



City and County of San Francisco
Public Library Commission

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JUN 14 1989

SAN FRANCISCO
PUBLIC LIBRARY

ART AGNOS
Mayor

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President

JEAN KATIL
1st Vice President

EDWARD F. CALLANAN, JR.
2nd Vice President

DALE A. CARLSON
LONNIE K. CHIN
E. DENNIS NORMANDY
ROBEYLN C. SWIG
Commissioners

KENNETH E. DOWLIN
City Librarian

RICHARD P. WALSH
Commission Secretary

NOTICE OF MEETING

A meeting of the Operations Automation Committee of the San Francisco Public Library Commission will be held as follows:

Date: Friday, June 16, 1989
Time: 5:00 p.m.
Place: Commission Room, Main Library

Chair: Commissioner Chin
Members: Commissioners Callanan and Normandy

Agenda:

1. Review of branch hours of operation and service levels for FY 1989-90.



City and County of San Francisco
Public Library Commission

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JUL 3 1989

SAN FRANCISCO
PUBLIC LIBRARY

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ART AGNOS
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President

JEAN KALIL
1st Vice President

EDWARD F. CALLANAN, JR.
2nd Vice President

DALE A. CARLSON
LONNIE K. CHIN
E. DENNIS NORMANDY
ROSALYN C. SWIG
Commissioners

KENNETH E. DOWLEN
City Librarian

RICHARD P. WAIJBI
Commission Secretary

NOTICE OF MEETING

A meeting of the Operations Automation Committee of the San Francisco Public Library Commission will be held as follows:

Date: Thursday, July 6, 1989
Time: 4:30 p.m.
Place: Commission Room, Main Library

Chair: Commissioner Chin
Members: Commissioners Callanan and Normandy

Agenda:

1. Review of branch hours of operation and service levels for FY 1989-90.



City and County of San Francisco
Public Library Commission

ART AGNOS
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President

JEAN KALLI
1st Vice President

EDWARD F. CALLANAN, JR.
2nd Vice President

DALE A. CARLSON
LORANIE K. CHIN
E. DENNIS NORMANDY
ROSELYN C. SWOG
Commissioners

KENNETH E. DOWLIN
City Librarian

RICHARD P. WALSH
Commission Secretary

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AUG 15 1989

SAN FRANCISCO
PUBLIC LIBRARY

NOTICE OF MEETING

A meeting of the Operations/Automation Committee of the San Francisco Public Library Commission will be held as follows:

DATE: Friday, August 18, 1989

TIME: 5:00 P.M.

PLACE: Commission Room
Main Library

Chair: Commissioner Chin

Members: Commissioners Callanan and Normandy

AGENDA: 1. Discussion of expanding membership of the Library Commission to more than seven members.



City and County of San Francisco
Public Library Commission

ART AGNOS
Mayor

STEVEN A. COULTER
President

JEAN KALL
1st Vice President

EDWARD F. CALLANAN, JR.
2nd Vice President

DALE A. CARLSON
LONNIE K. CHIN
E. DENNIS NORMANDY
ROSELYN C. SWIG
Commissioners

KENNETH E. DOWLIN
City Librarian

RICHARD P. WALSH
Commission Secretary

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SEP 12 1989

SAN FRANCISCO
PUBLIC LIBRARY

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NOTICE OF MEETING

A meeting of the Operations/Automation Committee of the San Francisco Public Library Commission will be held as follows:

Date: Friday, September 15, 1989
Time: 5:00 p.m.
Place: Commission Room, Main Library

Chair: Commissioner Chin
Members: Commissioners Callanan and Normandy

Agenda:

1. Staff proposal to close the library on Sunday, December 24 and Sunday, December 31, 1989
2. Review of Park Branch Meeting Room Agreement



City and County of San Francisco
Public Library Commission

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Mayor

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President

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DALE A. CARLSON
LONNIE K. CHIN
E. DENNIS NORMANDY
ROSILYN C. SWIG
Commissioners

KENNETH E. DOWLEN
City Librarian

RICHARD P. WALSH
Commission Secretary

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JAN 16 1990

SAN FRANCISCO
PUBLIC LIBRARY

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NOTICE OF MEETING

A meeting of the Operations/Automation Committee of the San Francisco Public Library Commission will be held as follows:

DATE: Friday, January 19, 1990
TIME: 5:00 p.m.
PLACE: Fire Department Headquarters
260 Golden Gate, Room 201

Chair: Commissioner Chin

Members: Commissioners Callanan and Normandy

AGENDA:

1. Policy and procedures for use of library meeting rooms
2. Review of past usage of Park Branch meeting room
3. Other concerns

NOTE: Please limit presentations to three minutes per person as we anticipate many speakers.

Main Library, Civic Center
San Francisco, CA 94102
Tel. (415) 558-3031



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FEB 26 1990

SAN FRANCISCO
PUBLIC LIBRARY

NOTICE OF MEETING

A meeting of the Operations/Automation Committee of the San Francisco Public Library Commission will be held as follows:

DATE: Tuesday, March 13, 1990

TIME: 5:00 p.m.

PLACE: Lurie Room, Main Library

Chair: Commissioner Chin

Member: Commissioner Normandy

AGENDA:

1. Policy and procedures for use of library meeting rooms
2. Review of past usage of Park Branch meeting room
3. Other concerns



ADDENDUM

[AGENDA]

Addendum to the Operations/Automation Committee Meeting of the San Francisco Public Library Commission which will be held as follows:

DATE: Tuesday, March 13, 1990

TIME: 5:00 p.m.

PLACE: Lurie Room, Main Library

Chair: Commissioner Chin

Members: Commissioners Normandy and Romines

ADDITIONAL AGENDA ITEM:

4. Review of policy on language diversity



